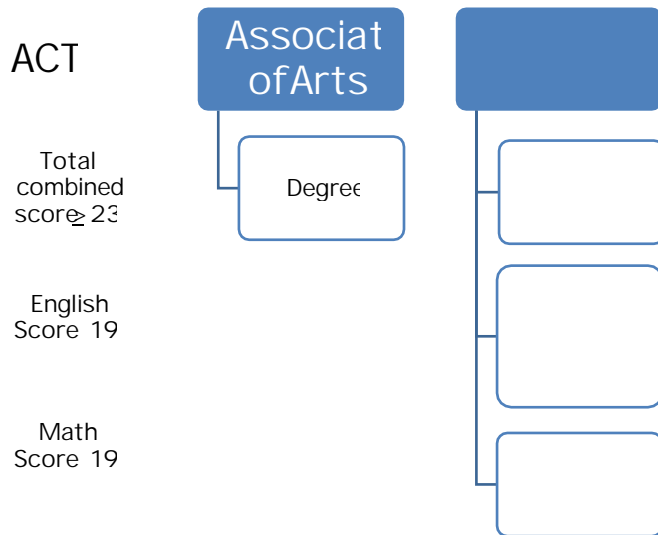


# Undergraduate Educator Preparation Program Admission Requirements and Application

Submit an EPP application to [EPP@hc.edu](mailto:EPP@hc.edu) upon completing the following requirements:

- 45 credit hours - must include 12 credit hours of content (7-12 math or science certification requires 15 credit hours of content)
- Minimum overall and content GPA of 2.5
- Meet one, or a combination of the requirements below
- Submit application by the 10th



# HOUSTON



Complete the following

In accordance with Article 6252.13c, Texas Civil Statutes, the Commissioner of Education may suspend or revoke a teaching certificate or refuse to issue a teaching certificate for a person who has been convicted of a felony or misdemeanor for a crime which directly relates to the duties and responsibilities of the teaching profession.

All applicants for Texas certification will be screened for a record of felony or misdemeanor conviction through the Texas Department of Public Safety (DPS) and Home Land Security.

By signing

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## HCU Educator Preparation Program Exit Policy

### Exit Policy for Certification Programs

The Texas Administrative Code requires all educator preparation programs to publish an exit policy and provide it to candidates for review and signature upon program admission. 19 TAC §228.20(h).

### Program Dismissal

The mission of Houston Christian University's Educator Preparation Program is to prepare candidates who possess professional and personal qualities in alignment with Texas requirements for teacher and educational leaders. Retention in the program requires the following:

1. All degree plan requirements and a 2.75 cumulative grade point average must be maintained through graduation for undergraduate students. Graduate students must maintain a 3.0.
2. Students must earn a B or better in EDUC 4301/4311/6302/6312 to take additional courses in the professional education sequence or to count it as a prerequisite for other courses.
3. Students must make satisfactory progress toward program completion (19 TAC §228.013).

## HOUSTON CHRISTIAN UNIVERSITY

### FERPA Consent to Release Educational Records and Information

**This release represents your written consent to permit Houston Christian University to disclose educational records and any information contained therein to the specific individual(s) identified below. Please read this document carefully and fill in all blanks.**

I, \_\_\_\_\_ [print full name] am a candidate at  
**Houston Christian University** and hereby give my voluntary consent to officials:

A. To disclose the following records:

- Records relating to any of my field-based experiences
- Records relating to my performance in the field
- Records relating to my performance on the state exams

B. To the following person(s):

- School district or other agencies associated with field-based experiences
- School-based/Agency-based administrators
- School-based/Agency-based cooperating teachers/mentors
- Program faculty

C. These records are being released for the purpose of:

- Conversing and reviewing performance
- Acquiring feedback
- Procuring required signatures

**I understand that under the Family Educational Rights and Privacy Act of 1974 (“FERPA” 20 USC 123g; 34 CFR §99; commonly known as the “Buckley Amendment”) no disclosure of my records can be made without my written consent unless otherwise provided for in legal statutes and judicial decisions. I also understand that I may revoke this consent at any time (via written request to the educator preparation program) except to the extent that action has already been taken upon this release.**

# Code of Ethics and Standard Practices for Texas Educators

## Statement of Purpose.

The Texas educator shall comply with standard practices and ethical conduct toward students, professional colleagues, school officials, parents, and members of the community, and shall safeguard academic freedom. The Texas educator, in maintaining the dignity of the profession, shall respect and obey the law, demonstrate personal integrity, and exemplify honesty and good moral character. The Texas educator, in exemplifying ethical relations with colleagues, shall extend just and equitable treatment to all members of the profession. The Texas educator, in accepting a position of public trust, shall measure success by the progress of each student toward realization of his or her potential as an effective citizen. The Texas educator, in fulfilling responsibilities in the community, shall cooperate with parents and others to improve the public schools of the community. This chapter shall apply to educators and candidates for certification.

## Enforceable Standards.

### Professional Ethical Conduct, Practices and Performance.

(A) Standard 1. The educator shall not intentionally, knowingly, or recklessly engage in deceptive practices regarding official policies of the school district, educational institution, educator preparation program, the Texas Education Agency, or the State Board for Educator Certification (SBEC) and its certification process.

(B) Standard 2. The educator shall not knowingly misappropriate, divert, or use monies, personnel, property, or equipment committed to his or her charge for personal gain or advantage.

(C) Standard 3. The educator shall not submit fraudulent requests for reimbursement of expenses pursuant to

(E) Standard 2.5. The educator shall not discriminate against or coerce a colleague on the basis of race, color, religion, national origin, age, sex, disability, family status, or sexual orientation.

(F) Standard 2.6. The educator shall not use coercive means or promises of special treatment in order to influence professional decisions or colleagues.

(G) Standard 2.7. The educator shall not retaliate against any individual who has filed a complaint with the SBEC or who provides information for a disciplinary investigation or proceeding under this chapter.

**(3) Ethical Conduct Toward Students.**

(A) Standard 3.1. The educator shall not reveal confidential information concerning students unless disclosure serves lawful professional purposes or is required by law.